



ORDINARY MEETING of the Council of Brome Village held in person on Monday, December 2, 2024, at 7:00 p.m. at which were present Councillors Pat Panasuk, Lisa Belanger, Larry Royea, Wesley Patch, Christopher Whitehead and Michael Allnutt. All members of the said council forming a quorum under the chairmanship of Mayor William Miller in accordance with the provisions of the Municipal Code.

The Director General and Clerk-Treasurer Gail Côté was present.

The citizens can attend the meeting and ask questions.

There were 4 people in the audience.

## AGENDA

1. **OPENING OF THE MEETING**
2. **ADOPTION OF THE AGENDA**
3. **APPROVAL AND ADOPTION OF THE MINUTES**
  - 3.1 Approval and adoption of the minutes of the November 4, 2024, ordinary meeting
4. **BUSINESS ARISING FROM THE LAST MINUTES**
  - 4.1
5. **CORRESPONDENCE**
  - 5.1
6. **URBANISM**
  - 6.1 Municipal inspector's report
  - 6.2 Designate representative under Section 105 of the Municipal Powers Act
7. **FIRST QUESTION PERIOD**
8. **OFFICER'S REPORT**
9. **GENERAL ADMINISTRATION**
  - 9.1 Service offer from Raymond Chabot Grant Thornton for the 2024 audit
  - 9.2 Appointment of Pro-Mayor for the year 2025
  - 9.3 Council meeting 2025 calendar
  - 9.4 Appointment – Responsibilities of council members – municipal committee
  - 9.5 Date of public budget meeting
  - 9.6 Notice of motion and presentation of the draft by-law 220-24
  - 9.7 Archive management services
  - 9.8 Support for local municipalities – Challenge to the 2025 increase notice from PG Solutions
  - 9.9 Renumeration increase – Director General and Clerk-Treasurer
10. **FINANCIAL ADMINISTRATION**
  - 10.1 Accounts payable
  - 10.2 Accounts paid
11. **ROADS**
  - 11.1 Road(s) reports
  - 11.2 Awarding of contract for the installation of two (2) new culverts on Friars Lane
12. **ENVIRONMENT**
  - 12.1
13. **PUBLIC SECURITY**
  - 13.1 New intermunicipal agreement with the Town of Brome Lake concerning the sharing of costs for the fire protection and first responder services – signing mandate
  - 13.2 Support cost disputes – ministère de la Sécurité Publique
14. **LEISURE AND CULTURE**
  - 14.1 Awarding of contract for the skating rink 2024-2025
15. **OTHER BUSINESS**
16. **SECOND QUESTION PERIOD**
17. **ADJOURNMENT OF THE MEETING**

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**1**  
**OPENING OF THE MEETING**  
**Resolution 2024-445**

The members present at the opening of the meeting formed a quorum; the meeting was called to order by the mayor at 7:02 p.m.

The mayor addresses those present.

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**2**  
**ADOPTION OF THE AGENDA**  
**Resolution 2024-446**

IT IS  
Moved by Christopher Whitehead  
Seconded by Lisa Belanger  
AND RESOLVED

THAT the agenda be and is hereby approved.

ADOPTED unanimously

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**3**  
**APPROVAL AND ADOPTION OF THE MINUTES**

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**3.1**  
**APPROVAL AND ADOPTION OF THE MINUTES OF THE NOVEMBER 4, 2024, ORDINARY MEETING**  
**Resolution 2024-447**

IT IS  
Moved by Larry Royea  
Seconded by Lisa Belanger  
AND RESOLVED

THAT the minutes of the November 4, 2024, ordinary meeting be and are hereby approved.

ADOPTED unanimously

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**4**  
**BUSINESS ARISING FROM THE LAST MINUTES**

- No business arising from the last minutes.

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**5**  
**CORRESPONDENCE**

- Nothing for correspondence for the month of November.

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**6**  
**URBANISM**

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**6.1**  
**MUNICIPAL INSPECTOR'S REPORT**

The municipal inspector submitted his report for the month of November.

Number of permits:	5
Value of work:	27 858
Revenues of:	\$170

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**6.2**  
**DESIGNATE REPRESENTATIVE UNDER SECTION 105 OF THE MUNICIPAL POWERS ACT**  
**Resolution 2024-448**

WHEREAS in May 2007, Mr. Peter Kralik was appointed as the individual responsible under Section 105 of the Municipal Powers Act to restore the normal flow of watercourses within the Village of Brome;

WHEREAS Mr. Peter Kralik is no longer the designated individual for this role;

IT IS  
Moved by Wesley Patch  
Seconded by Christopher Whitehead  
AND RESOLVED

THAT our municipal inspector, be appointed as the individual responsible under Section 105 of the Municipal Powers Act for restoring the normal flow of watercourses within the Village of Brome.

ADOPTED unanimously

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**7**  
**FIRST QUESTION PERIOD**

- No questions were asked during the first question period.

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**8**  
**OFFICER'S REPORT**

1. Councillor Lisa Belanger mentioned the Brome Lights event will take place on December 14, 2024, from 4 p.m. to 6:30 p.m. at the Heritage Park.
2. Councillor Wesley Patch mentioned that there is a hole on Stagecoach Road where the gravel and asphalt sections meet.
3. Councillor Wesley Patch will evaluate the situation at the skating rink regarding the pump and the hose used for the flooding. While a new pump was installed earlier this year, the existing hose was retained and might need to be replaced for improved efficiency.

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**9**  
**GENERAL ADMINISTRATION**

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**9.1**  
**SERVICE OFFER FROM RAYMOND CHABOT GRANT THORNTON FOR THE 2024 AUDIT**  
**Resolution 2024-449**

CONSIDERING that the firm Raymond Chabot Grant Thornton has submitted a proposal of \$11,585 plus taxes for the audit and presentation of the 2024 financial reports, and \$970 plus taxes for preparing the auditor's report on the net cost of selective collection of recyclable materials;

IT IS

Moved by Wesley Patch  
Seconded by Larry Royea  
AND RESOLVED

THAT the service offer totalling \$12,555 plus taxes for the 2024 fiscal year be accepted, and that the firm Raymond Chabot Grant Thornton be appointed as the auditor for the Village of Brome for the 2024 fiscal year;

TO authorize the Director General and Clerk-Treasurer to give all necessary instructions and sign all related documents.

ADOPTED unanimously

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**9.2**  
**APPOINTMENT OF PRO-MAYOR FOR THE YEAR 2025**  
**Resolution 2024-450**

WHEREAS a pro-mayor be named to replace the Mayor in the event of his absence;

CONSIDERING THAT one of the obligations of the Mayor of the Municipality of Brome Village is to represent the municipality at the Council of Mayors of the MRC Brome-Missisquoi;

CONSIDERING THAT it is important that a representative be named to replace the mayor should he not be able to attend the Council of Mayors of the MRC Brome Missisquoi;

THEREFORE

Moved by Wesley Patch  
Seconded by Larry Royea  
AND RESOLVED

THAT councillor Christopher Whitehead be named the pro-mayor for the year 2025 and that he will also represent the mayor when he is not available to attend the MRC meetings.

ADOPTED unanimously

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**9.3**  
**COUNCIL MEETING 2025 CALENDAR**  
**Resolution 2024-451**

IT IS

Moved by Christopher Whitehead  
Seconded by Lisa Belanger  
AND RESOLVED

THAT the calendar for council meetings for 2025 be as follows:

January 13 <sup>th</sup> 2025	May 5 <sup>th</sup> 2025	September 8 <sup>th</sup> 2025
February 3 <sup>rd</sup> 2025	June 2 <sup>nd</sup> 2025	October 6 <sup>th</sup> 2025
March 3 <sup>rd</sup> 2025	July 7 <sup>th</sup> 2025	November 3 <sup>rd</sup> 2025
April 7 <sup>th</sup> 2025	August 4 <sup>th</sup> 2025	December 1 <sup>st</sup> 2025

ADOPTED unanimously

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**9.4**  
**APPOINTMENT – RESPONSIBILITIES OF COUNCIL MEMBERS – MUNICIPAL**  
**COMMITTEE**  
**Resolution 2024-452**

IT IS

Moved by Lisa Belanger

Seconded by Pat Panasuk

AND RESOLVED

THAT the responsibilities of council members for 2025 be as follows:

**Public Security** – Michael Allnut, Larry Royea and Christopher Whitehead

- Police services - Civil security (emergency plan)
- Fire protection services & MRC Fire Risk Management Plan
- Emergency rescue services
- Animal control services

**Transportation and Roads** – Michael Allnut, Wesley Patch, Christopher Whitehead and Larry Royea

- Winter and summer road maintenance
- Bridges - Street lights
- Street Signs

**Public Health** – Lisa Belanger and Pat Panasuk

- Garbage removal and recycling
- Emptying of septic systems
- Drinking water (wells)
- MRC waste management plan

**Planning Advisory Committee (PAC)** - William Miller, Larry Royea, Marie-France Belec, Meagan Patch, Billy Raymond and the Municipal Inspector

- Urbanism by-laws
- All urbanism issues
- Environment
- Agricultural and forestry activities

**Recreation and Culture** – Lisa Belanger and Wesley Patch

- Heritage Park
- Cultural and leisure activities
- Library and sports fees reimbursement program

**Yamaska Basin** - Pat Panasuk

- OBV Yamaska Action Plan

ADOPTED unanimously

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**9.5  
DATE OF PUBLIC BUDGET MEETING  
Resolution 2024-453**

As in previous years, there is a budget meeting required that is open to the public.

IT IS  
Moved by Christopher Whitehead  
Seconded by Lisa Belanger  
AND RESOLVED

TO hold the public budget meeting on Thursday, December 19, 2024 at 7 p.m.

ADOPTED unanimously

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**9.6  
NOTICE OF MOTION AND PRESENTATION OF THE DRAFT BY-LAW 220-24  
Resolution 2024-454**

Notice of motion and presentation of the project - By-law number 220-24 authorizing the replacement of the agreement relating to the common municipal court of the City of Cowansville;

Councillor Christopher Whitehead gives notice of motion that at a future meeting of Council, by-law number 220-24 will be adopted, authorizing the replacement of the agreement relating to the common municipal court of the Ville de Cowansville;

The purpose of this by-law is to authorize the conclusion of an agreement to replace the current common court agreement and to designate the signatories;

I hereby deposit draft by-law number 220-24 authorizing the replacement of the agreement relating to the common municipal court of the Ville de Cowansville.

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**9.7  
ARCHIVE MANAGEMENT SERVICES  
Resolution 2024-455**

CONSIDERING that the municipality has not hired anyone to verify and/or update the archives since 2017;

IT IS  
Moved by Pat Panasuk  
Seconded by Wesley Patch  
AND RESOLVED

TO award the contract to Madelyn Marcoux for her archive management services at an hourly rate of \$50;

TO finance this expense, net of tax rebates, from the general fund;

TO authorize the Director General and Clerk-Treasurer to give all necessary instructions and sign all related documents.

ADOPTED unanimously

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**9.8**  
**SUPPORT FOR LOCAL MUNICIPALITIES – CHALLENGE TO THE 2025 INCREASE**  
**NOTICE FROM PG SOLUTIONS**  
**Resolution 2024-456**

WHEREAS PG Solutions is the main provider of IT solutions for all cities and local municipalities in the MRC Les Laurentides as well as for several cities and municipalities in Quebec ;

WHEREAS PG Solutions is in a quasi-monopoly situation in Quebec;

WHEREAS PG Solutions has been imposing substantial annual increases in application maintenance and support contracts (ACSCs), mainly since 2022;

WHEREAS the costs of modernizing the financial suite, which includes in particular the payroll, taxation, accounts payable and accounting modules, were in the order of 20% in 2022 and indexed since then;

WHEREAS to date, only the payroll module has been modernized and it is still not 100% functional;

WHEREAS the failure to comply with the deployment rate of other modules of the financial suite;

WHEREAS the minimum increase imposed by PG is of the order of 6.7% from January 1, 2025;

WHEREAS this increase is much higher than the Quebec consumer price index (CPI) for 2024;

WHEREAS all the towns and local municipalities of the MRC of Brome-Missisquoi wish to respect their taxpayers' ability to pay;

WHEREAS resolution number 2024.10.9476 of the MRC Les Laurentides;

WHEREAS the MRC of Brome-Missisquoi wishes to support all of its local towns and municipalities, as well as the MRC Les Laurentides;

IT IS

Moved by Christopher Whitehead

Seconded by Lisa Belanger

AND RESOLVED

THAT the council of mayors of the MRC of Brome-Missisquoi express its support for all the towns and local municipalities in its territory and for the MRC Les Laurentides regarding their challenge to the 2025 increase notice from PG Solutions.

THAT representations be made to the relevant authorities.

TO forward a copy of this resolution to the MRC Les Laurentides and to the local municipalities of the MRC for support.

ADOPTED unanimously

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**9.9**  
**RENUMERATION INCREASE – DIRECTOR GENERAL AND CLERK-TREASURER**  
**Resolution 2024-457**

WHEREAS the consumer price index (CPI) for 2025 is three percent (3%);

WHEREAS the municipal pay scale is based on one or more factors such as the employee's level within the organization and the length of time the employee has been employed:

THEREFORE  
 Moved by Lisa Belanger  
 Seconded by Wesley Patch  
 AND RESOLVED

THAT the total remuneration increase for the Director General and Clerk-Treasurer will be four and a half percentage (4.5%) for 2025.

ADOPTED unanimously

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**10**  
**FINANCIAL ADMINISTRATION**

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**10.1**  
**ACCOUNTS PAYABLE**  
**NOVEMBER 2024**  
**Resolution 2024-458**

IT IS  
 Moved by Wesley Patch  
 Seconded by Larry Royea  
 AND RESOLVED

THAT the payment of accounts payable in the amount of \$28 831.67 be and is hereby approved.

Supplier	Description	Amount
Cauca	Annual fees for maintenance and software updates for Alertes de masse	304.95
FNX	Engineering services (new town hall)	13 857.37
FQM	2025 membership	1 273.28
Gestim	Municipal inspection (20/10/24 – 16/11/24)	1 675.42
Mégaburo	Meter reading of photocopy	54.22
Pompages West Brome	Septic emptying	232.25
RIGMRBM	Landfill fees	768.69
Ville de Cowansville	Administrative expenses	57.49
Ville de Lac Brome	Re-surfacing of Stairs Road	10 608.00
<b>TOTAL</b>		<b>\$28 831.67</b>

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**10.2**  
**ACCOUNTS PAID**  
**NOVEMBER 2024**  
**Resolution 2024-459**

Supplier	Description	Amount
André Benoit	Reimbursement of municipal taxes paid to the wrong municipality	1 500.00
BCAS	Rent & cleaning for November	718.59
Ent Raymond Cherrier	Garbage, recycling, compost collection, and transport	4 623.80
Monthly remuneration of elected officials	November remuneration	2 146.76



Monthly remuneration of Director General	November salary	3 633.43
<b>TOTAL</b>		<b>\$12 622.58</b>

Supplier	Description (direct debit)	Amount
Cogeco	Telephone, internet, fax	258.29
DFS Insurance	Group insurance	547.40
Hydro Québec	Street lighting	184.23
IT Cloud	Microsoft monthly subscription fees	40.19
Mastercard	Microsoft monthly subscription fees & annual fees	97.43
<b>TOTAL</b>		<b>\$1 127.54</b>

**TOTAL \$42 581.79**

ADOPTED unanimously

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**11  
ROADS**

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**11.1  
ROAD REPORT(S)**

- No comments concerning roads, other than what was stated in the officer's report.

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**11.2  
AWARDING OF CONTRACT FOR THE INSTALLATION OF TWO (2) NEW CULVERTS ON  
FRIARS LANE  
Resolution 2024-460**

WHEREAS there are two (2) culverts on Friars Lane that need to be replaced to ensure the safety and integrity of the road;

CONCERNING one (1) culvert is located on municipal property;

CONCERNING one (1) culvert is the responsibility of the property owner;

IT IS

Moved by Michael Allnut  
Seconded by Wesley Patch  
AND RESOLVED

TO award the contract to 3578470 Canada Inc. for the installation of two (2) new culverts on Friars Lane, in the amount of \$8,500 plus applicable taxes, in accordance with terms of the contract;

TO charge the property owner for the costs associated with the culvert which they are responsible;

TO finance these expenses, net of tax rebates, from the general fund;

TO authorize the Director General and Clerk-Treasurer to provide all necessary instructions and sign all related documents.

ADOPTED unanimously

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**12**  
**ENVIRONMENT**

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- Nothing to discuss.

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**13**  
**PUBLIC SECURITY**

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**13.1**  
**NEW INTERMUNICIPAL AGREEMENT WITH THE TOWN OF BROME LAKE**  
**CONCERNING THE SHARING OF COSTS FOR THE FIRE PROTECTION AND FIRST**  
**RESPONDER SERVICES – SIGNING MANDATE**  
**Resolution 2024-461**

WHEREAS the Village of Brome and the Town of Brome Lake have entered into discussions concerning the advisability of negotiating an intermunicipal agreement between the Village of Brome and the Town of Brome Lake concerning the sharing of costs for the fire protection and first responder services for the period 2025-2030;

IT IS  
Proposed by Wesley Patch  
Seconded by Lisa Belanger  
AND RESOLVED

THAT Council mandate Mayor William Miller and Director General Gail Côté to sign, for and in the name of the Village, the Intermunicipal Agreement between the Village of Brome and the Town of Brome Lake concerning the sharing of costs for fire protection and first responder services.

ADOPTED unanimously

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**13.2**  
**SUPPORT COST DISPUTES – MINISTÈRE DE LA SÉCURITÉ PUBLIQUE**  
**Resolution 2024-462**

WHEREAS the municipality is in the process of preparing its budgets;

WHEREAS the forecast for police services for the year 2025 is \$45,634;

WHEREAS the cost for the year 2024 was \$42,782;

WHEREAS services to municipalities have been reduced by major job cuts;

WHEREAS an increase of 6.6% is unacceptable, the citizens of the Village of Brome will be right to complain about the reduction in services and the increase that exceeds the September CPI of 1.6%;

IT IS  
Moved by Lisa Belanger  
Seconded by Pat Panasuk  
AND RESOLVED

THAT the Council of the Municipality of the Village of Brome ask the Minister of Public Security to review the costs charged and the increase which exceeds the September CPI statistics;

THAT municipalities must present balanced budgets with a reasonable rate of increase, and especially not at the rate of 10.2%, when there have been major cuts in the services rendered.

THAT a copy of this resolution be sent to:  
Minister of Public Security  
Brome-Missisquoi Deputy  
MRC Brome-Missisquoi  
All municipalities of the Brome-Missisquoi MRC

ADOPTED unanimously

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**14**  
**LEISURE AND CULTURE**

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**14.1**  
**AWARDING OF CONTRACT FOR THE SKATING RINK 2024-2025**  
**Resolution 2024-463**

WHEREAS an offer of service was received by the following for the maintenance of the skating rink and the park for the 2024-2025;

Jean Benoit	\$5,895 no tax
Michael Croghan	\$6,000 before tax

THEREFORE  
Moved by Pat Panasuk  
Seconded by Wesley Patch  
AND RESOLVED

TO award the contract of maintaining the skating rink for the winter season 2024-2025 at a cost of \$6,000 plus applicable taxes to Michael Croghan, paid in four equal monthly installments starting December 2024;

TO finance this expense, net of tax rebates, from the general fund and confirm that the necessary credits will be provided in the 2025 budget;

TO authorize the Director General and Clerk-Treasurer to give all necessary instructions and Sign all related documents.

ADOPTED unanimously

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**15**  
**OTHER BUSINESS**

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- Nothing to discuss.

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**16**  
**SECOND QUESTION PERIOD**

1. A resident asked about the services included in archive management.

The Director General explained that the individual will come to the Town Hall, review the files, and sort the documents into boxes based on the municipal archiving schedule. This process will be carried out manually, rather than digitally.

2. A resident asked for an update on the multifunctional trail project.

The mayor responded that the committee involved in the project would like to schedule a meeting with the municipality's council and residents. The date of the meeting is yet to be confirmed.

3. A resident asked for an update on the Strategic Plan.

The mayor explained that the MRC Brome-Missisquoi has completed a new version, which is available for anyone interested. The Director General has received two quotes, which the council will be reviewing.

4. Council Christopher Whitehead mentioned that a resident had approached him regarding beavers constructing a dam near the bridge on Stagecoach Road.

The Director General explained that, during the ordinary meeting on December 2, 2024, the council adopted resolution 2024-448, authorizing the municipal inspector to move forward with the necessary plans.

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17

**ADJOURNMENT OF THE MEETING**  
**Resolution 2024-464**

IT IS

Moved by Larry Royea

Seconded by Christopher Whitehead

AND RESOLVED

THAT the meeting be adjourned at 8:06 p.m.

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William Miller  
Mayor

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Gail Côté  
Director General and Clerk-Treasurer

